



Information Technology (IT) Policies



070.110 Technology Acquisition Policy

Version 2.0
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070.110 Technology Acquisition Policy	Current Version: 2.0
070.000 Administrative	Effective Date: 7/30/2013

Revision History

Date	Version	Description	Author
7/30/2013	1.0	Effective Date	CHFS IT Policies Team Charter
7/12/2013	1.0	Revision Date	CHFS IT Policies Team Charter
1/28/2015	2.0	Review Date	CHFS IT Policies Team Charter

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Category: 070.000 Administrative

1.1 Policy

The purpose of this policy is to establish the framework for which all CHFS IT related procurements are to be made. All information technology purchases for the Kentucky CHFS follow the Kentucky Finance and Administration Cabinet law and regulations for procurement. CHFS IT purchases adhere to the following Finance and Administration Cabinet law, regulation, and policy:

- KRS Chapter 45A - Kentucky Model Procurement Code
- KAR 200 - Chapter 5 - Purchasing
- Finance and Administration Policies
- Finance and Administration Bid Protest Resources

Additionally, all CHFS software development vendors/contractors are required to follow the 065.014 - Division of System Management (DSM) Software Development Life Cycle (SDLC) Policy.

1.2 Scope

This policy applies to all CHFS purchased hardware, software, and information technology services.

1.3 Policy/Procedure Maintenance Responsibility

The Office of Administrative and Technology Services (OATS) IT Security & Audit Section is responsible for the maintenance of this policy.

1.4 Applicability

All CHFS employees and contractors shall adhere to the following policies.

1.5 Exceptions

Any exceptions to this policy must follow the procedures established in CHFS IT Policy #070.203.

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1.6 Policy Violations

Individuals found to be in violation of this policy shall be subject to disciplinary actions that may result in, and not be limited to, suspension, termination, and may also be subject to criminal prosecution.

1.7 Management Commitment

This policy has been approved by OATS Division Directors, the OATS CIO, and the Office of Policy and Budget out of the Office of the Secretary. Senior Management understands their responsibilities and supports the objective put into place by this policy.

1.8 Review Cycle

Annual

1.9 Cross Reference(s)

- CHFS IT Policy #065.014 - Division of System Management (DSM) Software Development Life Cycle (SDLC) Policy
- KRS Chapter 045A - Kentucky Model Procurement Code
- KAR 200 - Chapter 5 - Purchasing
- Finance and Administration Policies
- Finance and Administration Bid Protest Resources